



**STATE OF TENNESSEE
DEPARTMENT OF COMMERCE AND INSURANCE
Surplus Lines Division
500 James Robertson Parkway, 4th Floor
Nashville, TN 37243-1132
(615) 741-1756**

ALIEN SURPLUS LINES APPROVAL REQUIREMENTS

This is in response to your inquiry regarding Surplus Lines requirements in the State of Tennessee.

In order for a company to be considered for approval as an Eligible Surplus Lines carrier this Department must have received all of the required documentation. Once all documents are received, along with a non-refundable review fee of \$675.00, the company will be considered for eligibility by the Department's Surplus Lines Review Committee. Review meetings are scheduled periodically depending on the number of applications at that particular time. The documents required are as follows:

1. Letter from a Tennessee licensed surplus lines agent requesting the Department's approval for eligibility.
2. A **non-refundable \$675.00 review fee**, payable to the Tennessee Department of Commerce and Insurance.
3. Company's latest Annual Report (NOTE: No application will be considered until the 1996 Annual Statements are available.) Amounts are to be stated in US dollars.
4. The ultimate owner or parent, including a corporate structure chart indicating percentage of ownership.

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5. Must meet minimum capital and surplus of a domestic company (\$1,000,000 capital/\$1,000,000 surplus) however, if an alien insurer see code 56-14-108 (b)(4)TCA. A trust fund of at least \$1,500,000 is required. Alien companies must be listed on the NAIC Quarterly Listing produced by the IID office.
6. Information on how long company has been in business. (Must have been licensed at least three years).
7. The company's proposed plan of operation for the State of Tennessee.
8. Estimated number of agent's that will market policies in Tennessee.
9. Latest Report on Examination.

All required documents must be **received** by the Tennessee Department of Commerce & Insurance before consideration may be given to your request; otherwise, the file will be considered incomplete and not eligible for review by this Department's Surplus Lines Review Committee.

If the Company is approved there is a one time \$440.00 listing fee.

If you have any questions regarding the above, please call (615) 741-1756.

Sincerely,

Mark Brothers, Director
Self-Insurance/Surplus Lines Division

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